

# AUCTION RULES

## City of Norfolk Auction Rules for Prospective Buyers:

- Auctions are held at 1195A Lance Road, Norfolk. Contact the Towing Division at 441-1062 for additional information.
- Registration begins at **9:15AM**, gates open at **10:00AM**, and bidding starts at **10:30AM**.
- There is a **\$100.00 (CASH)** deposit registration that is fully refundable at the end of the auction (with bidder card) if you do not purchase a vehicle.
- You must register and receive a bidder's number in order to bid; each bidder is allowed one guest and is responsible for that guest's actions.
- Information provided at registration will be used to complete the Bill of Sale and Affidavit of Compliance. No changes will be made to the Bill of Sale or Affidavit of Compliance. The bidder's number used will be the name and address on the Bill of Sale and Affidavit of Compliance.
- You must have a bidder's card prior to viewing vehicles.
- Bidder's cards must be visible at all times.
- Refunds (cash deposit) are given until 4 PM on the day of sale only. NO EXCEPTION.
- All vehicles are sold "AS IS." There are NO GUARANTEES EXPRESSED OR IMPLIED and there are no refunds.
- Terms of sale are CASH / VISA / MASTER CARD / AMERICAN EXPRESS / CHECKS.
- Vehicles must be **PAID IN FULL by 3PM the DAY OF SALE**. If vehicles are not paid in full by 3PM, your deposit will be forfeited and you will not be able to bid at future City of Norfolk auctions.
- All vehicles purchased must be removed from the City of Norfolk compound and the public streets surrounding the compound no later than **8AM the following Monday** or forfeit your rights to the vehicles.
- We do not guarantee keys.
- A key fee will apply to vehicles for which a key was made.
- You must have a paid receipt to have keys made and to pick up vehicles.
- Once you have purchased a vehicle, the City of Norfolk is no longer responsible for the vehicle or its contents.
- It is the purchaser's responsibility to ensure all paperwork received is correct, including the Vehicle Identification Number (VIN). If the paperwork is not correct, City of Norfolk personnel will correct it within 24 hours.
- Repair work on purchase vehicles is NOT ALLOWED within the towing compound (included, but not limited to flat tires and jump starts).
- Vehicles must be removed from lot by either driving or tow.
- When removing vehicles from the lot, proof of ownership must be shown to City of Norfolk personnel at the gate.
- An adult must accompany children under the age of 18.
- The City of Norfolk reserves the right to remove vehicles from the auction.
- Failure to comply with all rules will result in being escorted off the lot and banned from future City of Norfolk auctions.
- The City of Norfolk is not responsible for arrangements made between buyers and private contractors.